

## ENVIRONMENTAL SPECIALIST III

### NATURE OF WORK

This is responsible technical work supervising and coordinating the collection of water/wastewater samples and the inspection of utility lines.

Work involves responsibility for supervising and participating in the collection, preservation and transportation of industrial and domestic wastewater samples; internal inspection of existing and newly constructed utility lines using closed circuit television equipment and/or smoke and dye testing; installation, calibration and maintenance of flow measuring equipment; assisting with the tracking of chemical spills and/or unusual water discharges to the sanitary or storm sewer systems; and assisting in special water quality studies. Work is distinguished from related classifications but the higher level of skill required in the efficient operation, calibration and installation of equipment. Employees of this class are expected to use considerable independent judgment in establishing schedules, maintaining inventories and the organization of parts and equipment, conducting field investigations and preparing reports used by higher level staff to determine compliance with existing pollution regulations and/or construction practices.

### EXAMPLES OF WORK PERFORMED

Schedules, monitors and coordinates field activities to assure that the collection, preservation and transportation of samples for laboratory analysis is completed in accordance with accepted standards; reviews all information collected from field activities associated with industrial wastewater discharges.

Schedules, monitors and coordinates field activities associated with the installation of specialized field equipment designed for the purpose of collecting water and wastewater samples, recording flow and hazardous atmosphere information; and inspecting new and existing utilities.

Trains and mentors lower level technical employees to ensure continuous communication, develop individual and unit objectives, establish performance goals and to review section policies and procedures.

Reviews proposed resurfacing and street widening projects to identify and recommend potential capital improvement projects and in-house repairs; identifies potential ordinance violations and variations related to industrial wastewater discharges, infiltration/inflow studies, ground water well monitoring, rainfall monitoring and sanitary sewer internal TV inspections.

Utilizes a microcomputer in order to maintain a database of work performed; log and track samples delivered for laboratory analysis; scrub and manipulate data collected from various studies; design and create forms and reports for recording information associated with field activities; monitor work schedules; and record employee performance.

Reviews, implements and practices safety procedures to ensure that field activities are achieved in a safe and efficient manner.

Monitors organization and maintenance of parts and equipment.

Conducts routine inspections of work sites; corrects and reports potential and existing hazards or problems to administrative personnel.

Performs related work as required.

#### DESIRABLE KNOWLEDGES, ABILITIES AND SKILLS

Considerable knowledge of water and wastewater treatment practices, sampling techniques, and of the principles behind the pretreatment program and of the operation and installation of technical sampling equipment.

Considerable knowledge of the equipment, materials, and supplies used in utility line construction and internal TV inspection of sanitary or storm sewers.

Considerable knowledge of solid state and conventional electronic component systems.

Considerable knowledge of the hazards and of the applicable OSHA safety rules and precautions as they apply to wastewater operations.

Considerable knowledge of City ordinances, departmental policies and the mapping system as it relates to the wastewater and storm sewer system.

Considerable knowledge of microcomputer utilization, spreadsheets, data bases, word processing, and of the specialized applications associated with retrieval, storage and circulation of data collected from field activities.

Considerable knowledge of the various types of equipment used for field activities and the ability to instruct subordinates in the proper and safe operation of such equipment.

Ability to plan, assign and monitor work of subordinates.

Ability to organize and record data, make mathematical computations, and prepare routine and special reports.

Ability to communicate effectively both orally and in writing, and to understand and follow oral and written instructions..

Ability to establish and maintain effective working relationships with government officials, co-workers, and the general public.

**DESIRABLE TRAINING AND EXPERIENCE**

Graduation from an accredited college or university with major course work in environmental science or technology, biology, chemistry or related field with experience in the treatment or testing of industrial or domestic wastewater discharges and utility line construction or graduation from a vocational/technical school and experience in an environmental or construction science position plus some supervisory experience.

**MINIMUM QUALIFICATIONS**

Graduation from a vocational/technical school with specialization in one or a combination of the following: environmental science or technology, biology, chemistry, mathematics, construction science or related field and experience in any environmental or construction science position; or any equivalent combination of training and experience which provides the desirable knowledges, abilities and skills.

**NECESSARY SPECIAL REQUIREMENT**

Possession of a valid Nebraska driver's license when operating a vehicle is necessary to the satisfactory performance of assigned duties.

Approved by: \_\_\_\_\_  
Department Head

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Personnel Director

10/89

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